2019 Planning Commission Annual Report



Prepared by the Planning Division, Planning and Growth Management Department
CHARLES COUNTY GOVERNMENT 200 Baltimore St., La Plata, MD 20646
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Contents

Purpose of Report	3
Introduction	4
Growth Related Changes in 2019	5
Land Preservation	13
Adequate Public Facilities Ordinance Restrictions	15
Growth Trends	18
Conclusions and Recommendations	25
Appendix	27

Purpose of Report

State law requires the Planning Commission to prepare and file an annual report with the County Commissioners¹. The report is available for public inspection and a copy of the report is provided to the Secretary of Planning for the State of Maryland. The criteria for the content of the report are specified as follows:

"The annual report shall (a) index and locate on a map all changes in development patterns including land use, transportation, community facilities patterns, zoning map amendments, and subdivision plats which have occurred during the period covered by the report, and shall state whether these changes are or are not consistent with each other, with the recommendations of the last annual report, with adopted plans of adjoining jurisdictions, and with the adopted plans of all state and local jurisdictions that have the responsibility for financing and constructing public improvements necessary to implement the jurisdiction's plan; (b) contain statements and recommendations for improving the planning and development process within the jurisdiction."

The Annual Report for 2019 has been designed to comply with Smart Growth Goals, Measures, and Indicators and Implementation of Planning Visions enumerated in the Land Use Article of the Annualed Code of Maryland². The Annual Report is not intended to provide a comprehensive account of the activities of the Planning Division or the Planning Commission. Further, it should be noted that this Annual Report does not include data from the Towns of La Plata and Indian Head as these jurisdictions are also required to submit individual Annual Reports to the Maryland Department of Planning.

In compliance with the above-stated provision of the Land Use Article, this Annual Report was adopted by the Charles County Planning Commission on October 5th, 2020 and forwarded to the Charles County Commissioners on October 23rd, 2020.

Sources of Additional Information

Detailed information on other endeavors, projects, operations and/or the status of submittals is available directly through the following sources:

Planning and Growth Management: (301) 645-0692 or (301) 645-0627

County Attorney's Office: (301) 645-0555 Transit: (301) 645-0642

Charles County Government Web Site: <www.CharlesCountyMD.gov>

¹ Annotated Code of Maryland, Land Use Article, §1-207, §1-208

² Annotated Code of Maryland, Natural Resources Article §8-1808

Introduction

This Annual Report provides an opportunity for the Charles County Planning Commission to review development approvals for calendar year 2019. Actual development can then be compared to the overall vision for future development as articulated in the 2016 Adopted Charles County Comprehensive Plan ("the Plan"). The general "theme" of the Plan is that the County should continue to grow with a Smart Growth philosophy: balancing growth with strong environmental protection measures by conserving resources within the framework and guidance of the Plan. This Comprehensive Plan makes significant changes from the previous plans by reducing the Development District from 52,200 acres to 22,189 acres (a reduction of 30,011 acres), concentrating growth, protecting our natural resources, promoting historic village revitalization efforts, and supporting light rail transit for long term development. Previous Planning Commission Annual Reports have measured development inside and outside of the Development District. However, as of 2016, Annual Reports focus on the Priority Funding Area (PFA) since the modified Development District now matches the PFA in the northern part of Charles County. Additionally, the County is committed to protecting 50 percent of its overall acreage in open space.

Planning Commission Functions and Membership

The Planning Commission consists of seven members who are appointed by the County Commissioners. Members serve four-year terms, which are staggered. A chairperson is appointed annually by the Commissioners. The purpose and functions of the Charles County Planning Commission are stated in the Land Use Article, Charles County Code of Public Laws, and the Charles County Zoning Ordinance. Functions include:

- Prepare and recommend a comprehensive plan for development of the jurisdiction, including among other things, land use, water and sewerage facilities, and transportation;
- Review and approve the subdivision of land of the jurisdiction;
- Reserve transportation facility rights-of-way;
- Review and approve adequate public facilities studies and mitigation measures;
- Approve and periodically amend the Site Design and Architectural Guidelines:
- Review and provide recommendations on rezoning requests for base zones, overlay zones, and floating zones;
- Review and make recommendations for amendments to the Zoning Ordinance and the Subdivision Regulations; and
- Adopt rules and regulations governing its procedure and operation consistent with the provisions of the Zoning Ordinance.

During CY2019, the Charles County Planning Commission conducted eighteen (18) regularly scheduled meetings.

Planning Commission Members (Current)

Wayne Magoon, Chairman William Murray, Vice Chairman Rick Viohl, Jr., Secretary Dawud Abdur-Rahman Robin Barnes Angela Sherard Kevin Wedding

Growth Related Changes in 2019

This section provides an in-depth look at development that has occurred during calendar year 2019. A map is attached in the Appendix that demonstrates the growth-related changes including preliminary subdivision plans, final plats, site development plans, building permits, and zoning map changes.

Preliminary Subdivision Plan Approvals

A preliminary subdivision plan is the initial plan of subdivision consisting of drawings and supplementary materials that indicate the proposed layout of a subdivision. Approval of a preliminary subdivision plan establishes general consistency with the Charles County Comprehensive Plan, and compliance with the requirements of the Zoning Ordinance and Subdivision Regulations that are known to be applicable during the preliminary review stages. Lots proposed within a preliminary subdivision plan may be for future residential, commercial, or industrial purposes. Preliminary subdivision plans are approved by the Planning Commission.

Preliminary subdivision plans are required in Charles County for all major subdivisions. A subdivision project is considered to be a major subdivision when the proposed subdivision will result in the creation of more than five (5) lots from a parcel that was in existence on June 15, 1976, or when more than seven (7) lots are proposed from a parcel, residue or remainder in existence on December 31, 2012; provided that any lot resulting from a recorded deed or subdivision plat prior to December 31, 2012, cannot be considered a parcel for purposes of Section 17 of the Charles County Subdivision Regulations.

Figure 1, below, provides a list of the preliminary subdivision plans that were approved in 2019, including revisions. Figure 2, on the next page, provides a breakdown of preliminary plan housing types.

Figure 1: 2019 Approved Preliminary Subdivision Plans

Subdivision Name	Total Number of New Lots	Acreage	Lots Inside PFA	Lots Inside PUD
Scotland Heights, Rev. #4	14	0	14	0
Stonehaven, Phase 2, Rev. #1	22	0	22	22
Woods Edge	64	17	64	0
Stonehaven, Phase 1, Rev. #2	0	0	0	0
Middle Business Park, Rev. #2	0	0	0	0
Piney Reach Business Park, Rev. #1	0	0	0	0
Aspenleigh, Rev. #3	0	0	0	0
Summit Ridge, Rev. #2	0	0	0	0
Bryans Village, Rev. #5	0	0	0	0
Brookestone	88	16	88	0
Pinehurst, Rev. #1	0	0	0	0
Parklands Neighborhood ³	1,002	461	1,002	1,002
Total	1,190	494	1,190 lots (100%)	1,024 lots (86%)

³ Parklands is a 55+ community.

Figure 2: 2019 Preliminary Subdivision Plan Residential Housing Types

Total
489
681
0
20
1,190

Figure 3 below calculates the net density of residential preliminary subdivision plans. For residential uses, net density is calculated by dividing the total area of residential lots by the number of residential lots.

Figure 3: Net Density of 2019 Residential Preliminary Subdivision Plans

	Total Area of Residential Units/Lots	Total Number of Residential Lots	Average Lot Size
Countywide	123 Acres	1,190	0.10
Inside PFA	123 Acres	1,190	0.10
Outside PFA	0	0	0

Final Plat Approvals

A final subdivision plat establishes the official division of land that is approved by the Planning and Growth Management Department and recorded in the Land Records of Charles County. Final subdivision plats are approved and signed by the Planning Director. Final subdivision plats are prepared for both major and minor subdivisions. As defined in §278-17 of the Charles County Subdivision Regulations, a minor subdivision is a subdivision of land, which does <u>not</u> involve any of the following:

- The creation of more than five (5) lots from a parcel that was in existence on June 15, 1976, or more than seven (7) lots are proposed from a parcel, residue or remainder in existence on December 31, 2012; provided that any lot resulting from a recorded deed or subdivision plat prior to December 31, 2012, cannot be considered a parcel for purposes of Section 17 of the Charles County Subdivision Regulations.
- The extension of a public water or sewer system proposed as a part of a private development.
- The installation of off-site drainage improvements through one or more lots to serve one or more other lots proposed as a part of a private development.

Figure 4 on the following page shows the distribution of final plat types that were recorded in 2019. More than half of the final plats that were processed were minor plats that did not record any lots. These include lot line adjustments, boundary surveys, forest conservation easement plats, etc.

Figure 4: 2019 Final Plat Types

Final Plat Type	No. of Plats
Minor Plats (No New Lots)	12
Residential - Minor Plats	16
Residential - Major Plats	16
Commercial	4
Industrial	0
Total	48

Figure 5 below provides a list of approved final plat lots. Further, Figure 6 below provides the net density of the residential final plats approved in 2019.

Figure 5: 2019 Approved Final Plat Lots

Final Plat Type	No. of New Lots	Plat Area	Inside PFA	Outside PFA	Inside PUD
Residential			_	28 lots,	
Minor Plats	28	193 acres	0	193 acres	0
Residential			347 lots,	175 lots,	126 lots,
Major Plats	522	478 acres	211 acres	267 acres	144 acres
			2 lots,	1 lot,	1 lot,
Commercial	3	8 acres	6 acres	2 acres	1 acre
	_	_	_	_	_
Industrial	0	0	0	0	0
			349 lots,	204 lots,	127 lots,
Total	553	679 acres	217 acres	462 acres	145 acres

Figure 6: Net Density of 2019 Residential Final Plats

	Total Area of Residential Lots	Total Number of Residential Lots	Average Lot Size
Countywide	311 acres	550	0.57 acres
Inside PFA	38 acres	347	0.11 acres
Outside PFA	273 acres	203	1.34 acres

Site Plan Approvals

Site plans are required for all commercial, multi-family residential, and telecommunication structures. There are two (2) types of site plans: major and minor. An application proposing detached single- and two-family dwellings, accessory buildings, additions less than 1,200 square feet for residential uses and change in use would be classified as a minor site plan. Any site plans other than those identified as minor site plan applications would be classified as major. Site plans are reviewed in house and are signed by the Planning Director. Site plans for projects located within the St. Charles Planned Unit Development (PUD) zone are required to obtain final approval by the Planning Commission. Additionally, any site plans that require an Adequate Public Facilities (APF) study to be performed are required to obtain final approval by the Planning Commission.

The following table, Figure 7, provides a breakdown of site plans approved in 2019. Figure 8 below provides the net density of commercial site plans countywide, as well as inside the Priority Funding Area.

Figure 7: 2019 Site Plans

	Building				
	Square				
Type of Use	Footage	Acreage	Inside PFA	Outside PFA	Inside PUD
			76,800 sq. ft./	0 sq. ft /	0 sq. ft./
Residential	76,800	18	18 acres	0 acres	0 acres
Commercial/			138,531 sq. ft./	3,010 sq. ft./	40,987 sq. ft./
Retail	141,541	111	27 acres	84 acres	3 acres
Institutional/					
Church/School/			747 sq. ft./	0 sq. ft./	0 sq. ft. /
Public Use	747	2	2 acres	0 acres	0 acres
Public Utilities					
(including			466 sq. ft./	282 sq. ft./	125 sq. ft./
cell towers)	748	835^{4}	75 acres	760 acres	55 acres
			216,544 sq. ft./	3,292 sq. ft./	41,112 sq. ft./
Total	219,836	966	122 acres	844 acres	58 acres

Figure 8: Net Density of 2019 Commercial Site Plans

	Total Area of Commercial Building Area	Total Area of Commercial Lots	Floor Area Ratio (FAR)
Countywide	141,541 sq. ft.	4,835,160 sq. ft. (111 acres)	0.03 FAR
Inside PFA	138,531 sq. ft.	1,176,120 sq. ft. (27 acres)	0.12 FAR
Outside PFA	3,010 sq. ft.	3,659,040 sq. ft. (84 acres)	0.00 FAR

⁴ It should be noted that cell tower projects in the rural areas are typically constructed on larger properties.

Building Permits

In 2019 there were 611 residential building permits (685 new units) and nine (9) commercial building permits (9 new units) issued in Charles County. Building permits are issued for a variety of building related activities in Charles County including accessory structures, alterations, additions, pools, signs, etc. However, only new residential or new commercial structures are counted for the purposes of the Annual Report. Figure 9 below provides a breakdown of new residential building permits. Similarly, Figure 10 provides the breakdown of new commercial building permits.

Figure 9: 2019 Residential Building Permits

Building Permit Type	Total Number of New Units	Inside PFA	Outside PFA	Inside PUD
Single Family	418	161	257	109
Town House	187	187	0	118
Apartment	80	80	0	0
Duplex, Triplex, Quadriplex	0	0	0	0
Total	685	428	257	227

Figure 10: 2019 Commercial Building Permits

Building Permit Type	Total Number of New Units	Inside PFA	Outside PFA	Inside PUD
New Commercial	9	8	1	5

Other Commercial Building Permit Types: Commercial Alterations and Additions: 116

Miscellaneous Commercial: 74 Change of Occupancy⁵: 110

⁵A Change of Occupancy permit (formerly known as a Green Card permit) is issued to establish a Use and Occupancy for a commercial space when no construction to the space is proposed. Utilized at the change of ownership or change of tenant, this permit allows for a safety inspection of the proposed space prior to use.

Use and Occupancy Permits

In 2019, there were 598 residential Use and Occupancy (U&O) permits (735 new units) and eight (8) commercial U&Os issued (8 new units) in Charles County. Figure 11 below provides a breakdown of new residential U&O permits. Similarly, Figure 12 below provides the breakdown of new commercial U&O Permits.

Figure 11: 2019 Residential Use and Occupancy (U&O) Permit Units

U&O Permit Type	Total Number of New U&Os (in units)	Inside PFA	Outside PFA	Inside PUD
Single Family	378	175	203	122
Town House	204	204	0	118
Apartment	153	153	0	9
Duplex, Triplex, Quadriplex	0	0	0	0
Total	735	532	203	249

Figure 12: 2019 Commercial Use and Occupancy (U&O) Permit Units

U&O Permit Type	Total Number of New U&Os (in units)	Inside PFA	Outside PFA	Inside PUD
New Commercial	8	8	0	4

Other Commercial Use and Occupancy Permit Types:

Commercial Alterations & Additions: 77

Miscellaneous Commercial: 31 Change of Occupancy: 92

Zoning Map Amendments

The following Zoning Map Amendments (ZMAs) were enacted in 2019:

Amendment No.	Description	Effective Date
ZMA #19-0001	ZMA #19-0001, The purpose of this map amendment was	08/23/2019
Belike Property,	to revise the zoning map to correct a previous rezoning	
LLC	mistake, cited by the applicant. The property, located at	
	10225 Berry Road in Waldorf, MD was originally zoned	
	Business Park (BP), and was then rezoned to Community	
	Commercial (CC).	

Zoning Text Amendments

The following Zoning Text Amendments (ZTAs) were enacted in 2019:

Amendment No.	Summary	Effective Date
ZTA #19-152	The purpose of this text amendment was to allow	08/23/2019
Shelters, Permanent	permanent shelters in the General Industrial (IG) zoning	
in the General	district, subject to certain conditions, by revising Article	
Industrial (IG)	III, §297-49, Word usage, definitions; Article IV, §297-63,	
	Figure IV-1, Table of Permissible Uses; Article VI, Figure	
	VI-6, Schedule of Zoning Regulations: Industrial Zones;	
	and Article XIII, §297-212, Uses corresponding with Table	
	of Permissible Uses.	

Planned Development Zone Amendments

There were no Planned Development Zone Amendments (PDZAs) enacted in 2019.

Comprehensive Plan Updates

There were no Comprehensive Plan updates in 2019.

Consistency Analysis

All changes in development patterns in 2019, including infrastructure improvements, were found to be consistent with the 2016 Comprehensive Plan, the Charles County Zoning Ordinance, as well as with all adopted plans of the state and adjoining jurisdictions.

Process Improvements

In the Spring of 2019, the Planning Division implemented a new Plan Review intake process that reduced the standard review time frames for the following types of plans: Major and Minor Site Development Plans, Preliminary Subdivision Plans, Minor Plats of Subdivision, Special Exceptions, Variances, Zoning Text and Map Amendments, Planned Development Zone Applications, Final Plats of Major Subdivisions, and Conceptual Subdivision Plans.

As part of the new intake process, applicants are required to participate in a Pre-Submittal Conference. This conference allows them the opportunity to present their project to representatives of the County's Department of Planning and Growth Management to explore project viability and discuss major code and ordinance requirements, fees, and review timeframes. Additionally, these conferences allow staff to assist with defining project requirements, highlight any special concerns or considerations, and provide guidance for including the minimum required information for application submittal.

Due to the implementation the Pre-Submittal Conferences and the EnerGov Software the year prior, the Planning Division was able to reduce the standard review time for the projects noted above by almost half. This has resulted in a higher level of customer service as applicants can move through their projects at a faster rate.

Development Capacity Analysis

A development capacity analysis was conducted as part of the 2016 Comprehensive Plan, which was adopted in July of 2016. Development Capacity Analyses are required every three years. Charles County did have a significant change in zoning in 2017, with the adoption of the Watershed Conservation District (WCD) Zone. Therefore, Charles County Planning staff worked with staff from the Maryland Department of Planning (MDP) to update the Development Capacity Analysis for Charles County. This analysis was prepared by MDP in May of 2019. The results show that Charles County has enough capacity for the 2040 projected growth. The projections show a possible 21,137 household increase and the County has capacity for 23,490 additional households. The next Development Capacity Analysis will be due in 2022.

Land Preservation

Land preservation programs continue to be very active in Charles County with growing landowner interest in preserving their farm and forest properties. The amount of land protected in calendar year 2019 reflects this trend, with a net increase of 1,655 acres.

The Maryland Agricultural Land Preservation Foundation (MALPF) and the Rural Legacy Program contributed 1,402 acres of this total. These two programs rely heavily on a strong partnership with the County Government that includes staff time and local matching fund contributions. The County's Transfer of Development Rights (TDR) Program and Forest Conservation Act requirements contributed 304 acres of protected land in 2019.

Figure 13 below provides a detailed breakdown of protected lands in Charles County from all sources.

Figure 13: Protected Lands in Charles County through December 2019 (in acres)

	Type of Protection	Protected through 2018	2019 Data	Protected Through 2019
Regulatory	Resource Protection Zone (RPZ)	27,736	-441 ⁶	27,295
	Forest Conservation Easements	9,343	+55	9,398
	Stream Buffers in the Critical Area/Critical Area Buffer outside of the RPZ (IDZ and LDZ)	612		612
Federal	Federal Properties	1,600	+74 7	1,674
State	State Owned Resource Land	21,686	+198	21,884
	State and Federal Owned Easements	3,740		3,740
	Maryland Agricultural Land Preservation Foundation Easements (MALPF)	9,520	+1,226	10,746
	Maryland Historical Trust (MHT)	247		247
	Maryland Environmental Trust (MET)	5,488	+116	5,604
State/Local	Rural Legacy Easement Properties	4,474	+176	4,650
	Transfer of Development Rights Program	6,155	+249	6,404
	County and Town Parks	3,390	+2	3,392
Other	The Nature Conservancy (TNC)	2,677		2,677
	Conservancy for Charles County (CCC)	342		342
	Joint MET & CCC Properties	1,472		1,472
Total Acres I	Protected	98,482	1,655	100,137
Total Acres of	Projected Open Space from New Preliminary Plans for 2019		190	

⁶ Acreage decrease due to overlap with some of the newly protected lands.

⁷ Acreage increase due to correction from unaccounted acreage for Piscataway Park.

Local Land Use Goal & Comprehensive Plan Goals

Local Land Use Goal:

With the recent adoption of the 2016 Comprehensive Plan, several significant changes were made, including downzoning measures to protect the County's natural resources, and increasing the size of Priority Preservation Areas (PPA). It is anticipated that the growth rate will be slower and will approach one percent or less rate of growth in the near future. A land use goal of the 2016 Comprehensive Plan, which was retained from the 2006 Comprehensive Plan, is to direct 75 percent of future residential growth to the sewer service areas and to the Towns of Indian Head and La Plata. Further, the 2016 Comprehensive Plan also retained the goal of protecting 50 percent of the county's land area as open space.

Charles County established a Priority Preservation Area through the Agricultural Stewardship Act of 2006 with a goal of preserving 80 percent of the remaining undeveloped lands within the PPA for agricultural and forestry uses. The PPA contains 134,168 acres and includes three major rural parts of the county: the Cobb Neck Area, the Nanjemoy Peninsula, and much of the Mattawoman Creek Watershed. The adoption of the Tier Map in 2014, designated the PPA as Tier IV, which enabled the County to stabilize the land base in this area by limiting subdivisions on septic systems within the PPA to minor subdivisions.

In 2019, the County embarked on a public process to expand the existing Zekiah Watershed Rural Legacy Area into the Cobb Neck region of Charles County. The proposed expansion will allow landowners in the Allen's Fresh and Cobb Neck area to be eligible for Rural Legacy grant funds that can be used to preserve their properties through conservation easements. After the completion of the public hearing process with the Planning Commission and the County Commissioners, staff prepared and submitted the Rural Legacy Expansion Application in February of 2020 to the Department of Natural Resources. A decision on the proposed expansion is anticipated in late 2020.

Timeframe for achieving the goal:

The 2016 Comprehensive Plan is a ten-year planning guidance document. A Work Program is being developed and refined to prioritize implementation goals and set realistic timeframes to achieve changes to policies and regulations.

Resources necessary:

Resource needs are reviewed on an annual basis as a part of the County budget process.

Charles County Open Space Goal Acreage Analysis

Charles County has an open space preservation goal of 50 percent. Figure 14 below provides a summary of the County's preservation efforts through 2019 to meet this open space goal.

Figure 14: Open Space Goal Acreage Analysis

Category	Acres	Comments
Total County land area	294,404	
50% overall open space protection goal	147,202	294,404/2
Protected through December 2019	100,137	68% of goal, 34% of
Additional needed to meet goal	47,065	County total Land area

Adequate Public Facilities Ordinance Restrictions

Charles County adopted an Adequate Public Facilities Ordinance (APFO) in 1992, which has been amended as needed since that time. Primarily, the APFO governs the approval of development based on the status of public infrastructure, which includes water supply, rural fire suppression resources, roadways, and schools. Through the APFO and related subdivision regulations, the County requires commercial and residential developments to provide necessary improvements to infrastructure (specifically roads and fire suppression water supplies) when the impact of the development is shown to degrade the level of service of the surrounding infrastructure. For schools, a residential development project must be granted an allocation of school capacity for each proposed lot or dwelling unit in order to receive approval of a record plat of subdivision.

The Charles County Commissioners currently allocate the available capacity of each school to pending new development lots based on the measurement of 110% of State Rated Capacity. In order to obtain allocations, capacity must be available in each of the three schools (elementary, middle, and high school) that students generated by the particular subdivision would attend. A school allocation granting is restricted by the most limited school capacity among the three schools serving the proposed community. While the overall student population in the County had been declining slightly from 2011 through 2015, the total school attendance has been on the rise since then, including an increase of almost 250 students in 2018 and 360 in 2019. In particular, the Elementary school level has experienced a steady increase in population, warranting the expansion of capacity by the construction of Billingsley Elementary School in the Waldorf area.

The Charles County Adequate Public Facilities Manual allows the County Commissioners to utilize the capacity of a new school or redistricting up to eighteen (18) months prior to completion. During the 2017 allocation cycle, the added capacity of each elementary school was determined through the School Superintendent's Comprehensive Redistricting process, and the County Commissioners allocated according to the policy. Since the school was later delayed by one year, the Commissioners did not utilize this additional capacity for the 2018 allocation cycle but used it for the 2019 allocation cycle.

With regard to funding the local share of school construction projects, a School Construction Excise Tax is collected from the homeowner of each new home via their property tax bill. Since the enactment of the Charles County Excise Tax in 2003, the calculation was based on the Producer Price Index, which was not keeping pace with the actual cost of school construction. In 2015, the Maryland General Assembly passed a revision to the Charles County Excise Tax Legislation to tie the calculation of the Excise Tax to the "State's Per Square Foot Cost of School Construction," ensuring the tax assessment keeps pace with the costs incurred by the County. The Fiscal Year 2019 Excise Tax assessed for a single-family dwelling is \$17,244, which is amortized over a 10-year period in the property tax bill.

Infrastructure Changes

The Charles County Department of Public Works (DPW) completed numerous infrastructure enhancements in 2019. These projects included roadway improvements, water and sewer improvements, and stormwater and drainage improvements associated with the County's National Pollutant Discharge Elimination System (NPDES) Stormwater Permit. Specific projects are as follows:

Vertical Construction

• Waldorf Senior and Recreational Center – Renovated an existing building off Post Office Road to convert to a senior/recreation facility.

Water/Sewer Projects

- **Interceptor Manhole Securing Project** Project consisted of securing a total of 75 water-tight manholes on various sewer systems at and near the Mattawoman Waste-Water Treatment Plant (MWWTP).
- MWWTP Primary Clarifier #1 Project consisted of complete replacement of all mechanical and electrical components within the clarifier, including associated scum and sludge pumping/piping systems.
- **Cliffton Pump Station #4** Project consisted of complete replacement of aged and deteriorated pump station.
- **Chemical Feed System Improvements** Project consisted of switching out existing gas disinfection systems at various wastewater treatment plants to liquid chemical disinfection systems.
- **Breeze Farm WWTP Sprayfield Improvements** Project consisted of replacement of aged and deteriorated sprayfield equipment.
- Wisteria Pump Station Rehab Rehabilitation of aged and deteriorated pump station.
- Pump Station Generators at Six Locations Project consisted of replacement of existing, aged generators at Route 5 Pump Station, Indian Head Manor Pump Station, Strawberry Hill Pump Station, Hill Road Pump Station, Swan Point Vacuum Station, and Bryans Road Pump Station.
- MWWTP Effluent Pump Station -- The initial phase to improve plant performance includes upgrades to the effluent pump station, which consists of the replacement of four existing vertical turbine type effluent pumps and associated structural, electrical, mechanical, SCADA, and control systems and installation of a new effluent pump. With the completion of the influent plant upgrades, total MWWTP upgrades will entail enhanced plant reliability, improved plant hydraulics, a capacity increase of 40 to 60 MGD, and compliance with latest National Fire Protection Association (NFPA) regulations.
- Mattawoman Inflow & Infiltration Bryans Road Area Phase I Cured-in-Place Pipe (CIPP) lined asbestos sewer main down Marshall Hall Road and performed repairs on multiple manholes in the Bryans Road area. This area has been known to contribute significantly to inflow issues experienced at the Mattawoman Treatment Plant.
- Mattawoman Inflow & Infiltration Zekiah Area Rehabilitation -- CIPP lined over 10,000 linear feet of sewer main and performed repairs on multiple manholes in the downtown Waldorf area. This area has been known to contribute significantly to inflow issues experienced at the Mattawoman Treatment Plant.

Transportation/Drainage Projects

- Smallwood Dr. and McDaniel Road Traffic Signal -- This project involved intersection improvements to the Smallwood Drive West and McDaniel Road intersection. The project includes the installation of a 3-leg traffic signal along with pedestrian signals and crossings.
- Western Parkway and St. Patrick's Dr. Traffic Signal Pedestrian Improvements This project involved improvements at the intersection at Western Parkway and St. Patrick's Drive. The project will include the installation of four (4) upgraded pedestrian signals.
- St. Patrick's Drive and Smallwood Dr. Traffic Signal Pedestrian Improvements This project included traffic signal modifications for dedicated left turn movements at the four legs of the intersection along with an extended left turn lane from Smallwood Drive onto northbound St. Patrick's Drive
- Stone Ave. Culvert Replacement This project involved the replacement of an existing drainage culvert pipe that has deteriorated resulting in road settlement and closure. Culvert was replaced with precast culvert boxes.

- Valverde Dr. Sidewalk This project involved the installation of approximately 326 linear feet (LF) of 5-foot sidewalk to connect the missing links on the east and west side Valverde Drive not previously installed due to the work being proposed under the former alignment of the Cross County Connector-Phase 5 project.
- Village Dr. Sidewalk This project involved the installation of 460 LF of 5-foot sidewalk and associated American with Disabilities Act (ADA) handicap ramps.
- McDaniel Road and Hallmark Lane Rectangular Rapid Flashing Beacon (RRFB) This project
 involved the installation of Rectangular Rapid Flashing Beacons (RRFB) at the intersection of
 McDaniel Rd and Hallmark Lane pedestrian midblock crossing to provide motorists with advanced
 warning of pedestrian and bicyclists crossing. This safety measure was recommended by the County
 Safety Committee.
- St. Thomas Dr. at Benjamin Stoddert RRFB This project involved the installation of Rectangular Rapid Flashing Beacons (RRFB) on St. Thomas Dr. at Benjamin Stoddert Middle School midblock crossing to provide motorists with advanced warning of pedestrians (school children) and bicyclists crossing. This safety measure was recommended by the County Safety Committee.
- Country Lane Drainage Repair This project involved the replacement of 330LF of deteriorated 24-inch corrugated metal pipe with 24-inch high density polyethylene (HDPE) piping along Country Lane Road.

National Pollutant Discharge Elimination System (NPDES) Projects

- **NPDES Acton Hamilton Stormwater Facility** This project involved the construction of a shallow, gravel wetland facility between the neighborhoods of Lynnbrook and Wexford that will treat an estimated 40 acres of untreated impervious surface run off in the watershed.
- NPDES DPW Step Pool Conveyance System This project involved the construction of regenerative Step Pool Conveyance System with outfall channel improvements within the Department of Public Works Campus. This project will effectively treat approximately 23 acres of impervious surfaces.
- NPDES LaPlata High School Stormwater Management Facility This project involved the retrofit of an existing stormwater management facility at La Plata High School to provide quality and quantity control of storm flow runoff treatment of 29 acres of impervious surface area.
- NPDES General Smallwood Stormwater Management Facility This project involved construction of new submerged gravel wetlands at General Smallwood Middle School to provide quality and quantity control of storm flow runoff treatment of 3.4 acres of impervious surface area.

New Schools or Additions to Schools

The County Government and Board of Education began working together on Elementary School No. 22 in 2014. The property was purchased in 2015 to build a new elementary school on Billingsley Road, west of US 301, to address the capacity needs in the area. Construction progressed through 2018 and was completed in January 2019. The new school opened its doors to students in the fall of 2019.

The Board of Education also completed a 200-seat addition on the Dr. Samuel A. Mudd Elementary School within the St. Charles community in eastern Waldorf in 2019. Both the additional capacity at Mudd Elementary as well as the new Billingsley Elementary School were incorporated into the Comprehensive School Redistricting process that was completed in 2017, and subsequently adopted by the School Superintendent. This elementary school redistricting process was done to balance the capacity surplus and shortages throughout the County in tandem with the allocation of additional capacity provided by the new school additions.

Growth Trends

In order to understand growth trends in Charles County, it is important to consider that there are a number of factors that come into play. Charles County is part of the growing Washington DC Metropolitan region; and market conditions in this region affect how the County grows. These market desires for housing type and economic conditions greatly impact what type of development occurs and when.

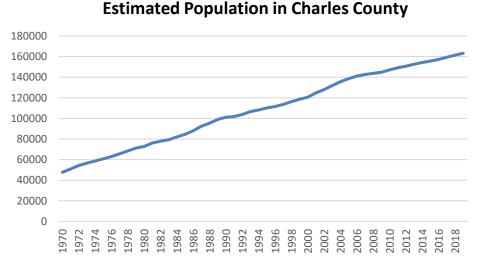
While market conditions will always play a role, growth is also affected by current policies and regulations that are in place. In 2012, as part of the Sustainable Growth and Agricultural Preservation Act, a Tier Map was adopted countywide that restricts growth in the rural areas of the county to minor subdivisions. In 2016, the Comprehensive Plan was updated, which now calls for a target growth rate of approximately one percent, or less, per year. It is too early to fully measure the effect that the 2016 Comprehensive Plan will have on growth in Charles County.

When considering growth in Charles County, and especially in the Development District, St. Charles accounts for a significant portion of development approvals. The Zoning Indenture known as Docket #90 authorized the Planned Unit Development (PUD) of St. Charles. Through village master plans, St. Charles is allowed to build more than 20,000 units including single-family homes, townhouses, and apartments. In 2019, final plat approvals in the St. Charles PUD accounted for 36 percent of the final plats approved inside the PFA, and 23 percent of the total final plat approvals.

According to Figure 15 below, the population of Charles County is steadily increasing. While it may appear on the surface that the County is growing rapidly, the average annual rate of growth has decreased over the last several decades. Between 1970 and 1980, the growth rate was 4.32 percent. The growth rate between 1980 and 1990 decreased to 3.35 percent. Between 1990 and 2000, the growth rate dropped again to 1.8 percent, but did not change much between 2000 and 2010 at 2 percent. The population growth rate between 2011 and 2019 was 1.14 percent, which is a reduction of more than 3 percent since the decade between 1970 and 1980. The current growth rate is on target with the 2016 Comprehensive Plan.

Comprehensive Plan.

Figure 15: Estimated Population Growth in Charles County since 1970



Source: U.S. Census Bureau Population Estimates

While population is one way to look at growth, there are other factors to consider that will have a direct effect on growth such as the approval of preliminary subdivision plans, final subdivision plats, and building permits. It should be noted, however, that preliminary subdivision plans should only be considered as an indicator of potential growth as they may not be built for several years, and some preliminary plans are voided before moving to the final plat stage. The recordation of final plat lots and the issuance of building permits signifies actual growth. Trends for each of these will be considered in the following pages.

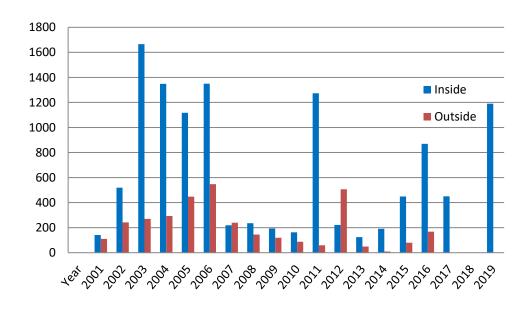
Preliminary Subdivision Plans

Preliminary subdivision plans are required for projects with more than seven (7) proposed lots. As noted previously, preliminary plans that are approved can take years to be built, or they may be voided for a number of reasons. Therefore, while it is important to consider preliminary plan trends for forecasting purposes, final plats and building permits provide a more accurate picture of development in Charles County.

By looking at trends for preliminary plans since 2001 in Figure 16 below, there were only two years in which there were more lots approved outside of the Development District or PFA than inside. In fact, there were no preliminary plan lots approved in 2018. 2019 saw a substantial increase in the number of lots approved inside the PFA. The beginning of the mortgage and financial crisis in the United States that impacted development overall began in 2007. While 2011 is considered an anomaly, preliminary plan approvals have generally been down since the beginning of the financial crisis, but the trend of more lots approved inside the Priority Funding Area is continuing. It should also be noted that there was an increase in preliminary lot approvals in 2016 as the Sustainable Growth and Agricultural Preservation Act of 2012 required that preliminary plans in the pipeline be approved by October 1, 2016 in order to be grandfathered. Further, with the adoption of the tier map in 2012, there have been fewer preliminary plans in general, especially in the rural areas. The majority of preliminary plan lots approved in 2019 (1,002 lots) were located in the St. Charles PUD.

Figure 16: Approved Preliminary Lots Inside and Outside of the Development District (2001-2015) and Priority Funding Area (2016-2019)

Approved Preliminary Lots



Final Plats

In looking at trends for final plats in Charles County since 2001 in Figure 17 below, it should be noted that more final plat lots are being recorded inside of the Development District/Priority Funding Area than outside overall. With the exception of 2013 and 2015, there had been a decline in approvals of final plat lots since the mortgage and financial crisis that began in 2007/2008. However, with the housing market slowly improving around the country, there will likely be an increase in final plat lot approvals over the next few years, but approvals should primarily be located within the Priority Funding Area based on the location of preliminary plan approvals over the last five to seven years. Final plat approvals should also remain steady in the Development District/Priority Funding Area for the next few years as St. Charles continues to plat lots in the PUD. It can also be observed that the County Commissioners changed the policy on school allocations in 2016 and allowed for a small increase in recorded lots in 2016 and 2017. Since each lot/unit that is receiving a school allocation is required to be recorded in the land records, the increase in available school allocations allowed for some increase in recorded lots in districts that had available capacity at receiving schools.

Figure 17: Number of Final Plat Lots Approved Inside and Outside of the Development District (2001-2015) and Priority Funding Area (2016-2019)⁸

⁸ Final plat lot numbers in Figure 17 include apartment and multi-family (duplex, triplex, quadriplex) units, if applicable. Apartment units are not counted as individual lots on final plats; therefore, this information was extracted from building permit data and added to the appropriate plat year in Figures 5 and 6. In 2019, there were building permits approved for 80 apartment units.

Building Permits

Building permit data is very important to track as it represents actual development that may have been in process for many years. Figure 18 below shows the distribution of building permits over the last 50 years. Between 1981 and 1986 there was a significant building boom in the county, with 1985 being the year with the highest number of building permit approvals since 1969 at almost 1,700 permits. The fifty-year building permit average is 926 permits per year. However, the average number of residential building permits approved in the last ten years is 774.

An analysis of building permits since 1970 shows that the average annual growth rate over this 50-year period is 3.05 percent. This growth rate is understandable when considering that there were several years since 1970 where more than 1,000 building permits were approved, especially during the 1980's. However, the average annual growth rate for building permits over the last ten years between 2010 and 2019 is 1.45 percent. Further, the average annual growth rate for building permits for 2019 is 1.17 percent.

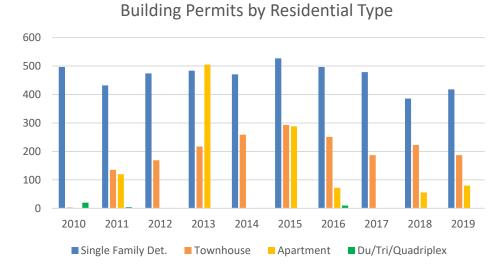
Figure 18: Charles County Residential Building Permits since 1970

Figure 19 below shows the ten-year trend for Charles County residential building permits. Similarly, Figure 20 below shows the distribution of building permits by housing type since 2010. Single-family dwellings and townhome approvals have been fairly consistent over the last ten years. Apartment approvals have increased when there is a market demand for this housing type. There has not been a huge market-driven demand for duplex/triplex/quadraplex units in general.

Figure 19: Charles County Residential Building Permits

	1180110 191			Duplex/Triplex/	
	SFD's	Townhomes	Apartments	Quadraplex	Total
2010	497	3	0	20	520
2011	432	135	120	4	691
2012	474	169	0	0	643
2013	484	217	505	0	1,206
2014	471	259	0	0	730
2015	527	293	288	0	1,108
2016	497	251	72	10	830
2017	479	187	0	0	666
2018	386	223	56	0	665
2019	418	187	80	0	685
Total	4,665	1,924	1,121	34	7,744

Figure 20: Charles County Residential Building Permits by Housing Types



School Enrollment

A key indicator of the impact of residential growth on public facilities is the effect on student population in the public schools. This indicator is a good way to measure how the increase in residential dwelling units translates into a secondary impact on the services provided by the state and local governments. Since 2008, Charles County has experienced a 12 percent increase in residential dwelling units. However, the overall growth in the public school population has been relatively flat according to Figure 21 below. Total student enrollment in 2008 was 26,289 students versus a total enrollment of 27,225 in 2019. This equates to less than one percent growth in enrollment over 12 years. Elementary school growth has been the strongest with an increase of 10 percent, while middle school has declined by one percent, and high school has declined nine percent over the same time period. It can be expected that the general increase in population at the elementary school level will move on to the middle and high school levels, but the general lack of overall growth in total school enrollment over the last 12 years clearly shows an easing of growth in the County.

School Enrollment History in Charles County 14,000 12,000 10,000 8,000 6,000 4,000 2,000 0 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 Elementary Middle High

Figure 21: Charles County School Enrollment History
School Enrollment History in Charles County

What does this all mean?

When looking at growth in Charles County, there are multiple indicators to consider. Previous Planning Commission Annual Reports have calculated the average annual growth rate strictly on population estimates provided by the Census Bureau. The Comprehensive Plan also calculates the average annual growth rate based on Census estimated population data. When the Census Bureau updates their population estimates, they use current data on deaths, births, and migration. Staff has taken a new approach of looking at actual residential development approvals, and specifically building permits, as a way of considering the average annual rate of growth. Unlike population data, building permit approvals reflect actual development on the ground, which is a direct result of economic market conditions, as well as current policies and regulations that are in place. The average annual growth rate for population for 2019 is 1.10 percent. In comparison, the average annual growth rate for building permits is 1.17 percent.

It is important to note that building permit data does not include information on the number of persons per household. According to the 2016 Comprehensive Plan, new households added between 2010 and 2020 will have 2.35 people, on average. It is further projected that households added between 2030 and 2040 will have 2.22 people, on average. While building permit data does not capture how many people will be living in new households that are built in the county, this is a more accurate way to capture actual residential growth in Charles County in any given year, which is also driven by economic market trends, as well as current policies and regulations. Further, it is important to point out that school enrollment figures have remained relatively constant at less than one percent over 12 years, and this trend is expected to continue.

Due to the significant changes made by the 2016 Comprehensive Plan, including downzoning measures to protect the County's natural resources, and increasing the size of the Priority Preservation Areas, it is anticipated that the rate of growth will be slowed to 1 percent or less in the future. Data from final plats, building permits, and school enrollment provide a more accurate indication of growth and development trends. These measures would appear to reflect a steady or low rate of growth.

Conclusions and Recommendations

Due to the significant changes made in the 2016 Comprehensive Plan, and the fact that 65 percent of the County is mapped as Tier IV and limited to minor subdivisions, it is anticipated that the growth rate will be slowed to a 1 percent or less rate of growth per year. Further, growth control mechanisms, especially zoning, water and sewer policies, and adequate public facility regulations, will likely continue to result in 70 to 75 percent of new growth occurring in the Development District and the incorporated towns.

Consistency with Comprehensive Plan

One of the 2016 Comprehensive Plan goals is to direct 75 percent of future residential growth to the Development District and to the Towns of Indian Head and La Plata as these areas will provide infrastructure to support growth, including water and sewer, schools and roads. As noted previously, the 2016 Comprehensive Plan reduced the size of the Development District from 52,200 acres to 22,189 acres for a total reduction of 30,011 acres.

Figure 22 below demonstrates how Charles County's development activity is generally consistent with the 2016 Comprehensive Plan goals, although many projects approved in 2019 were in the development review pipeline previous to the adoption of the Plan. It is important to note that local market conditions, including the Washington DC market, influence housing availability and price in Charles County. The Planning Division, in cooperation with the American Planning Association's Community Planning Assistance Team, completed a housing study in 2018 that provided several recommendations to facilitate the implementation of affordable housing in Charles County. According to the study, the County will need 1,823 additional affordable housing units serving households earning at or below 30 percent to 80 percent of the area median income by the year 2025, or 228 units per year for each of the next eight years. For more information on the Charles County Housing Study, please visit the following link: https://www.planning.org/publications/document/9156685/.

Figure 22: Development Consistency with Comprehensive Plan Goals

	*			
	Comprehensive Plan Goals	2019	5-Year Average	10-Year Average
% Preliminary Plan Lots Inside Development	75%	100%	92%	84%
District/PFA:				
% Final Plat				
Lots Inside Development District/PFA:	75%	63%	76%	80%
Housing: Single Family	80%	61%	58%	60%
Housing: Townhomes	15%	27%	29%	25%
Housing: Apartments	5%	12%	13%	14%

In 2019, 100 percent of preliminary plan lots were located in the Development District/PFA. An analysis of preliminary plan lots inside the Development District/PFA from 2010 through 2019 demonstrates that the County is generally consistent with Comprehensive Plan goals, averaging 84 percent over the ten-year period.

In 2019, 63 percent of the final plat lots were located inside the Development District/PFA. Further, an analysis of final plat lots inside the Development District/PFA from 2010 through 2019 demonstrates that the County is consistent with Comprehensive Plan goals, averaging 80 percent over the ten-year period.

The 2016 Comprehensive Plan identifies a goal for housing mix of approximately 80 percent single-family detached units, 15 percent townhouses and condominiums, and 5 percent apartments. Therefore, using building permit data as an indicator, in 2019 the County slightly exceeded the goals for apartments and townhouses. The County was

under the goal for single-family dwellings. It is too early to measure the full effect that the 2016 Comprehensive Plan will have on growth in Charles County. The economic market will always play a strong role in driving the demand for housing types as well.

Per the state Smart, Green and Growing legislation, jurisdictions are to establish a goal toward increasing the percentage of growth within their PFAs while decreasing the percentage of growth outside. Priority Funding Areas are existing communities and places where State and local governments want to target their efforts to encourage and support economic development and new growth. Further, these locations are also where local governments want State investment to support future growth. The 2019 Annual Report map in the appendix includes the Priority Funding Areas.

The current growth policy of Charles County is aligned with the principles of the State legislation by encouraging, as a matter of policy, the majority of development into the Development District and the PFAs. Charles County has been supporting smart growth as a policy and concept as reflected in the Planned Unit Development (PUD) of St. Charles Communities for well over three decades. Additionally, the County is committed to having 50 percent of its overall acreage in open space. A large Priority Preservation Area has been established with an aggressive goal of preserving 80 percent of the remaining undeveloped land within these areas. The County's commitment to land preservation has resulted in approximately 1,000 acres protected annually since 2016. The same will likely hold true for calendar year 2020.

Currently, the trend lines indicate development is within the level of tolerance. If, in the coming years, development trends do not continue in this manner, then policies can be re-evaluated by the Planning Commission to determine if changes are necessary.

Appendix

- 1) Development Activity Map with Priority Funding Areas
- 2) Land Use Map from the Comprehensive Plan
- 3) Protected Lands Map
- 4) Tier Map
- 5) Priority Preservation Areas Map

IMPORTANT PLEASE NOTE: All publications located within the Planning and Growth Management section of the web site are believed to be accurate as of their posting date. However, they may not be accurate on the day you view them. To verify whether these documents are the most current official document, please contact the division associated with the document in question.

PLANNING COMMISSION OF CHARLES COUNTY, MARYLAND

BE IT RESOLVED, this 5th day of October 2020, by the Planning Commission of Charles County that the document consisting of text, maps, and charts, entitled "2019 Planning Commission Annual Report" and dated August 2020, is hereby adopted in accordance with the Land Use Article of the Annotated Code of Maryland.

CHARLES COUNTY PLANNING COMMISSION CHARLES COUNTY, MARYLAND

Wayne Magoon (Oct 7, 2020 10:37 EDT)	William Murray William Murray (Oct 7, 2020 15:09 EDT)
Wayne Magoon, Chairman	William Murray, Vice Chairman
Richard C. Viohl, Jr. Richard C. Viohl, Jr. (Oct 7, 2020 15:26 EDT)	Dawud Abdur-Rahman Dawud Abdur-Rahman (Oct 16, 2020 16:59 EDT)
Rick Viohl, Jr., Secretary	Dawud Abdur-Rahman
Robin Barnes (Oct 14, 2020 08:33 EDT)	Angela Sherard Angela Sherard (Oct 7, 2020 18:03 EDT)
Robin Barnes	Angela Sherard
Kevin B. Wedding Kevin B. Wedding (Oct 15, 2020 14:10 EDT)	
Kevin Wedding	ATTEST: Meliss Hively Occ 29, 2020 16:45 EDT)
	Melissa Hively, Clerk

